

STATE OF DELAWARE
Criminal Justice Council



FY 2005 Solicitation
S.T.O.P. Violence Against Women Formula
Grant Program

Request for Concepts Deadline:
July 22, 2005

Delaware Criminal Justice Council

820 N. French Street, 10th Floor
Wilmington, DE 19801

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Executive Director
(302) 577-8693

james.kane@state.de.us

Violence Against Women Act Implementation Committee

Vincent J. Poppiti, Esq. – Chair
Honorable Patricia M. Blevins – Vice Chair
Honorable Richard Gebelein
Diane Glenn
Honorable Chandlee Johnson Kuhn
Jennifer Ranji

Violence Against Women Act Implementation Committee Staff

New Castle County Courthouse
500 N. King Street, Suite 9425
Wilmington, DE 19801 – 3732

Ronald Keen
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Domestic Violence Coordinating Council
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Maureen Querey
VAWA Planner
(302) 255-0407

Maureen.querey@state.de.us

Pursuant to “The State Procurement Act” (Title 29, Chapter 69 of the Delaware Code), The Delaware Criminal Justice Council (hereinafter referred to as the CJC), via the Violence Against Women Act Implementation Committee (hereinafter referred to as the VAWA Implementation Committee), is hereby soliciting concept papers for potential funding under the S.T.O.P. (Services, Training, Officers, and Prosecutors) Violence Against Women Formula Grant Program, court allocation. The VAWA Implementation Committee is soliciting concept papers from qualified applicants, within the court system, to propose an innovative court strategy to address issues related to violence against women.

Background of the VAWA Implementation Committee

In 1995 Former Governor Thomas R. Carper of the State of Delaware, through Executive Order No. 29, established the VAWA Implementation Committee. The purpose for creating this Committee is “to ensure the appropriate use of federal funds received under the Violence Against Women Act.” In February 2001, Governor Ruth Ann Minner issued Executive Order No. 11 to maintain the VAWA Implementation Committee. She further states, that this Committee shall be comprised of five individuals who shall be appointed by the Governor and serve at the pleasure of the Governor. Based on this Executive Order, Governor Minner has appointed the following persons to the VAWA Committee: Vincent J. Poppiti, Esq. , Honorable Chandlee Johnson Kuhn, Honorable Patricia Blevins, Honorable Richard Gebelein, Jennifer Barber-Ranji, and Diane Glenn. The VAWA Implementation Committee is charged with making recommendations on Violence Against Women Act grant recipients to the Criminal Justice Council and the Domestic Violence Coordinating Council. If either the Criminal Justice Council or the Domestic Violence Coordinating Council approves the recommendations by a majority vote, the recommendations shall be forwarded to the Governor for her consideration. If neither the Criminal Justice Council nor the Domestic Violence Coordinating Council approves the Committee's recommendations, they shall be returned to the Committee for modification.

About the S.T.O.P. Violence Against Women Formula Grant Program

According to the Office on Violence Against Women’s solicitation, “the S.T.O.P. Violence Against Women Formula Grants Program promotes the development and implementation of effective victim-centered law enforcement, prosecution, and court strategies to address violent crimes against women and the development and enhancement of victim services involving violent crimes against women. By committing federal funding to these areas, the criminal justice system can restructure and strengthen their response to domestic violence, sexual assault, and stalking, drawing on the experience of all participants in the system, including victim advocates.”

Available Award Amount: By statute, the State of Delaware is required to allocated at least 5% of the available funding under the S.T.O.P. Violence Against Women Act Formula Grant Program to court initiatives. The amount of funding available through this is solicitation is as follows: a one-time grant award in the amount of \$11,130.96 that must be obligated by **December 31, 2005**; and \$45,000 to develop and implement a 12-month court project.

Request for Concepts Due Date: Request for concepts are due by **4:30 p.m. Friday, July 22, 2005** and will be accepted through the U.S. mail services or through email by sending them to:

Maureen Querey
VAWA Planner
Domestic Violence Coordinating Council
500 N. King Street, Suite 9424
Wilmington, DE 19801-3732
(302) 255-0407
email: Maureen.querey@state.de.us

The eligibility requirements for this statewide grant include the following:

1. There must be equitable distribution, taking into consideration urban, non-urban, and rural differences, as well as previously underserved populations due to geographic isolation, racial or ethnic barriers, language barriers, or physical disabilities.
2. Applicants are required to certify that they will incur the full out-of-pocket costs for forensic medical examinations involving sexual assault victims. **Also victims are not to bear any costs associated with the filing of criminal, warrant, protection order, or subpoena charges.**
3. Awards made under this grant program may support up to 75% of the total cost of each project. There is a 25% cash or in-kind match requirement.
4. Applicants are required to consult and coordinate with non-profit, nongovernmental victim services programs, including sexual assault and domestic violence service programs.

According to the S.T.O.P. Violence Against Women Office Formula Grant solicitation, applicants **MUST** meet one or more of the following ELEVEN statutory purpose areas:

1. Training law enforcement officers, judges, other court personnel, and prosecutors to more effectively identify and respond to violent crimes against women, including the crimes of sexual assault, domestic violence, and dating violence.
2. Developing, training, or expanding units of law enforcement officers, judges, other court personnel, and prosecutors specifically targeting violent crimes against women, including domestic violence and sexual assault.
3. Developing and implementing more effective police, court, and prosecution policies, protocols, orders, and services devoted to preventing, identifying, and responding to violent crimes against women, including sexual assault and domestic violence.
4. Developing, installing, or expanding data collection and communication systems, including computerized systems linking police, prosecution, and the courts or for the purpose of identifying and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including the crimes of sexual assault and domestic violence.

5. Developing, enlarging, or strengthening victim service programs, including sexual assault, domestic violence, and dating violence programs; developing or improving the delivery of victim services to underserved populations; providing specialized domestic violence court advocates in courts where a significant number of protection orders are granted; and increasing reporting and reducing attrition rates for cases involving violent crimes against women, including sexual assault and domestic violence.
6. Developing, expanding, or strengthening programs addressing stalking.
7. Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes dealing with violent crimes against women, including the crimes of sexual assault and domestic violence.
8. Supporting formal and informal statewide, multidisciplinary efforts, to the extent not supported by state funds, to coordinate the responses of state law enforcement agencies, prosecutors, courts, victim service agencies, and other state agencies and departments, to violent crimes against women, including the crimes of sexual assault, domestic violence, and dating violence.
9. Training of sexual assault forensic medical personnel examiners in the collection and preservation of evidence, analysis, prevention, and providing expert testimony and treatment of trauma related to sexual assault.
10. Developing, enlarging, or strengthening programs to assist law enforcement, prosecutors, courts, and others to address the needs and circumstances of older and disabled women who are victims of domestic violence or sexual assault, including recognizing, investigating, and prosecuting instances of such violence or assault and targeting outreach and support, counseling, and other victim services to such older and disabled individuals.
11. Providing assistance to victims of domestic violence and sexual assault in immigration matters.

Furthermore, it is important to note the following:

1. S.T.O.P. funds may **NOT** be used to support services that focus exclusively on children or to develop sexual assault or domestic violence prevention curricula for schools.
2. S.T.O.P. funds may **NOT** support legal or defense services for perpetrators of violence against women. But they may support batterers' intervention programs, if the intervention is part of a graduated range of sanctions that use the coercive power of the Criminal Justice System to hold abusers accountable for their criminal actions and for changing their behavior.

Concept Paper Content: The concept paper should follow the attached format. Concept papers should be forwarded to the attention of **Maureen Querey** at the following address on or before 4:30 p.m. on Friday, July 22, 2005:

**Maureen Querey
VAWA Planner
Domestic Violence Coordinating Council
500 N. King Street, Suite 9425
Wilmington, DE 19801-3732**

Or

Via e-mail at Maureen.Querey@state.de.us

Request for Concepts:

Agency Profile:

Agency Name:	
Address:	
Contact Person:	
Telephone Number:	
Fax Number:	
Email Address:	
Geographic Area to be served:	
Purpose Area:	
Underserved/Marginal Population Served:	
Function of Services (domestic violence, sexual assault, or stalking:	

Problem Description: Describe the problem, in your community, you propose to address through this project.

- Focus on the specific problem,
- Discuss how the problem is related to one or more of the goals of funding (see attached purpose areas),
- Provide supporting data and results of any relevant assessments,
- Identify any underserved populations in your community, and
- Discuss how this project will impact the underserved populations.

Program Goals and Objectives, Measurements and Assessment: The purpose of this section is to describe the broad goals for your project, present clear objectives designed to achieve those goals, and outline a plan to evaluate or assess in achieving your proposed outcomes.

Memorandum of Understanding: Each applicant must include as an attachment, a current Memorandum of Understanding (MOU) created and signed by those agencies identified as collaborators for this project.

Budget: Each applicant must include a budget summary, detailed budget, and budget narrative for the project. The budget must be complete, reasonable, and cost-effective to the proposed project. The budget should provide the basis for the computation of all project-related costs. It should cover the cost of all components of the project and clearly identify costs attributable to the project evaluation. There must be a clear link between the proposed activities and the proposed items.

Budget Detail Worksheet:

Budget Summary

	Federal Amount	Match (in-kind)	Total
Personnel			
Fringes			
Contractual			
Travel			
Supplies			
Operating			
Equipment			
Other			
Total			

Personnel: List each position by title and name, if possible. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

Name/Position

Computation

Cost

Total:

Narrative (Provide justification for the personnel position).

Fringe Benefits: Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in the budget and only for the percentage of time devoted to the project. Fringe benefits on overtime are limited to FICA, Workman's Compensation, and Unemployment Compensation.

Name/Position

Computation

Cost

Contractual: Provide a description of the product or services to be procured by contract and estimate of cost (Note: contractual rates cannot exceed \$450 per day).

<u>Name of Consultant</u>	<u>Service Provided</u>	<u>Computation</u>	<u>Cost</u>
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**In this category list all of the expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.).

<u>Item</u>	<u>Location</u>	<u>Computation</u>	<u>Cost</u>
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Total: _____

Narrative: Provide justification for the use of consultants.

Travel: Itemize travel expenses of project personnel by purpose. Show the basis of computation. In training project, travel and meals for trainees should be listed separately. Show the number of trainees and unit costs involved. Identify the location of travel, if known.

<u>Purpose of Travel</u>	<u>Location</u>	<u>Item</u>	<u>Computation</u>	<u>Cost</u>
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Total: _____

Narrative (Provide justification for the travel expenditures.):

Supplies: List items by type (office supplies, training materials, paper, expendable items) and show the basis for computation.

<u>Supply Item</u>	<u>Computation</u>	<u>Cost</u>
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Total: _____

Narrative: Provide justification for such supplies.

Operating: List items that contribute to the operation of this project (rent, postage, printing/copying, telephone, pager, cell phone, etc.).

<u>Description</u>	<u>Computation</u>	<u>Cost</u>
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Narrative: Explain how the operating expenses are necessary for the success of the project.

Equipment: List non-expendable items that are to be purchased. Expendable items should be included in the Supplies category.

<u>Item</u>	<u>Computation</u>	<u>Cost</u>
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Total: _____

Narrative: Explain how the equipment is necessary for the success of the project.

Other: A Specific itemization of each type of expense with basis of computation.

<u>Item</u>	<u>Computation</u>	<u>Cost</u>
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Total: _____

Narrative: (Explain how the items in this category are necessary for the success of this project).